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UNITED STATES GOVERNMENT

Memorandum

TO : Chairman, OC Equipment Board

DATE: SCD-M72-834
11 OCT 1972

FROM : Chief, Staff Communications Division, OC

SUBJECT: Recommendation for Test Equipment Working Group

Ref : CCD-M72-327, dtd 16 Aug '72

     1. During recent years the need to establish a revised procedure for the selection of standard test equipment has been increasing. The requirement for this revision stems primarily from the increased complexity of the equipment in the field to support the activities of OC's three main divisions. As Chief, OC-CCD points out in the reference (copy attached), test equipment selected for one program might well be able to support additional activities if the entire office requirement is considered during the selection process.

     2. In order to facilitate this change, it is recommended that a Test Equipment Working Group be established under the OC Equipment Board. The group should be composed of one member each from OC-CCD, OC-SPD and OC-SCD plus a representative of the network equipment programming function in OC-SCD. In order for the group to effectively control the standardization of test equipment, it will be necessary to place limitations upon the procurement of such equipment in OC. In effect, prior to the approval of the procurement of any new test equipment, the Test Equipment Working Group should be given the opportunity to study the requirement, evaluate when necessary suitable equipment and make recommendations to the Equipment Board as to which instruments should be approved.

     3. It is suggested that the Working Group be instructed to consider the required limitations and standard operating procedures at their first get together and make recommendations concerning these for consideration at the next Equipment Board Meeting.

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Att.
A/S

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